

# NATA Portal - Technical Assessor Reference Guide

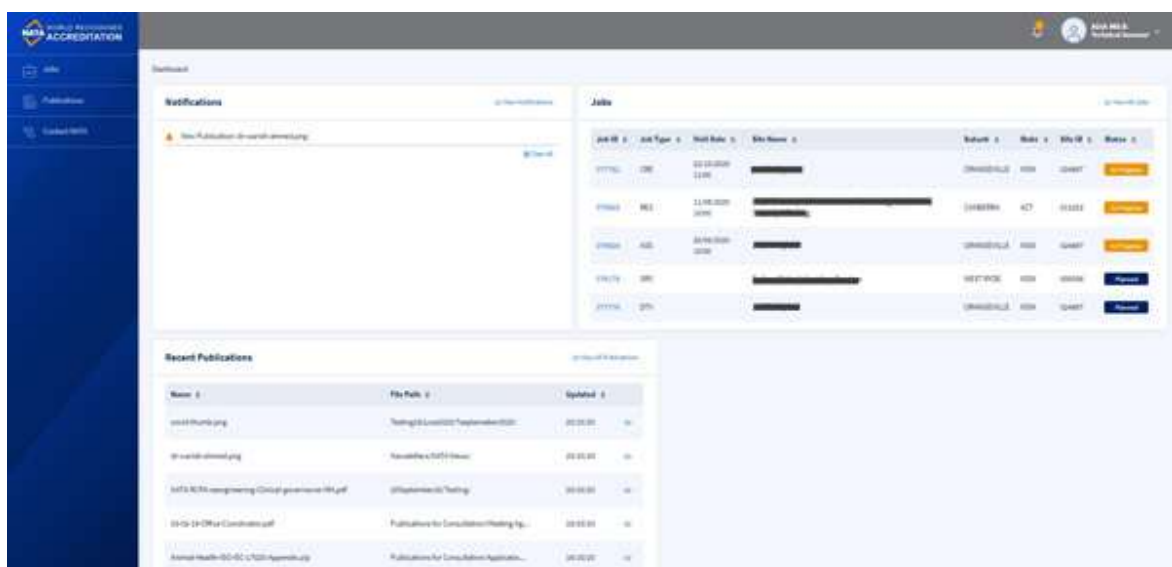
## Accessing Dashboard


Once you are logged in to the Portal, you will be taken to the Dashboard view.

The Dashboard includes a quick view of information that has been recently updated on the portal; it also allows you to quickly access the information with one click. As a Technical Assessor you can see the following information panels on the Dashboard;

- **Latest Notifications**
- **Recently uploaded Meeting Documents**
- **Recently added Publications to which you are subscribed**

Clicking on any of the Notifications or Jobs will automatically navigate you to the location in the portal where you will find the source. For example, if you click on the job number you will be directed to the Jobs details page.

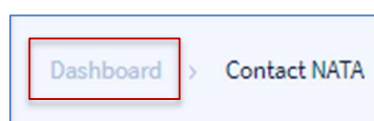


Note: All NATA Portal notifications will be visible at the top of the screen with the bell icon  that displays a number showing how many *unread* notifications you have.

## Accessing Dashboard from other pages



If you want to go back to Dashboard from any other pages on the Portal, click on the '**NATA World Recognised Accreditation**' logo on the left-hand top corner OR



Click on the 'Dashboard' link from the breadcrumb menu on the page, displayed just above the page Title.